

**Office of Special Education Services**  
**Staffing Recommendations**  
 2016-2017

The following are recommendations for campuses to determine adequate staffing to provide special education services for students with disabilities. Final decisions about staffing are based on Individualized Education Program (IEP) requirements. Adjustments to staffing recommendations are determined collaboratively by the Special Education Senior Manager and Principal based on review of campus and student needs.

Please note that special education teachers may function in multiple roles based on the individual needs of the students and campus. Role combinations may include, resource/co-teacher, PALS teacher/support facilitator, and resource teacher/department chairperson.

**I. Specialized Support** - Provided by special education teacher **outside the general education classroom**

<b>Program Option</b>	<b>Student Caseload</b>	<b>Teacher Assistants</b>
<b>Itinerant Resource Teacher</b>	> 5	
<b>Resource Services</b> 1 Teacher	6 - 24	
1 Teacher	25 - 35	1
2 Teachers	36 +	
<b>EXPLORE</b> General Education Teacher	4 – 6	1
<b>Preschoolers Achieving Learning Skills</b> 1 Teacher	6 – 10	1
	11 +	2
<b>Skills for Learning and Living</b> 1 Teacher	9 – 12	1
	12 +	2
<b>Preparing Students for Independence</b> 1 Teacher	1 – 5	1
	6 +	2

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**Specialized Support (Continued)**

Program Option	Student Caseload	Teacher Assistants
<b>Behavior Support Class/SAFE</b> 1 Teacher	5 – 9	1
	10 +	2
<b>Structured Learning Class/TREK</b>  1 Teacher	5 – 7	1
	8 +	2
<b>Auditory Impaired Services</b> 1 Teacher	3 – 8	1
	9 – 12	2

**II. Itinerant Services** - Provided by a special education teacher or staff that travel to multiple campuses/sites

Program Option	Student Caseload
AI Teacher	8 – 15
VI Teacher	20 – 25
Homebound Teacher	1 – 7
Hospital Teacher	5 – 7
Consultative Adapted PE Teacher - Direct instructional services are not provided by the APE teacher	20 – 25
Orientation and Mobility (O & M) Teachers	1 – 15
Supplemental Nurse	3 – 6
Speech Therapy Services	50 – 60
Itinerant Transition Coaches 1 Teacher	6 – 8 campuses
Employment Representative 1 Teacher	6 – 12

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**III. Special Education Department Chairperson**

<b>Enrollment of Students with Disabilities</b>	<b>Department Chairperson</b>	<b>Teaching Assistant</b>
150 +	1	1
100 - 149	1	-
75 - 99	Stipend for Teacher	1
74 or less	Stipend for Teacher	-

**V. Process for Determining One to One Teaching Assistant for a Student with Disabilities**

The determination for assigning a one to one teaching assistant must be made by an ARD/IEP committee based on current and relevant data. Please work with your Special Education Senior Manager and refer to the Special Education Operating Guidelines for the procedure.